United Nations ST/IC/2005/30

Secretariat

15 June 2005

Information circular*

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: **Outsourcing and impact on staff**

1. The purpose of the present circular is to remind heads of departments and offices where outsourcing is considered that they must comply with all the conditions and requirements specified by the General Assembly in a number of resolutions, the latest being resolution 59/289.

2. In resolution 59/289, inter alia, the General Assembly requested the Secretary-General to continue to consider outsourcing actively in accordance with the guidance and goals contained in paragraphs 1 to 3 of Assembly resolution 55/232, namely:

(a) The Secretary-General should continue to ensure that programme managers are guided by the following four basic reasons for outsourcing:

(i) To acquire technical skills not readily available within the Organization, including accessing state-of-the-art technologies and expertise or acquiring needed flexibility to meet quickly changing circumstances;

(ii) To achieve cost savings;

(iii) To provide a source more effectively, efficiently or expeditiously;

(iv) To provide an activity or service not needed on a long-term basis;

(b) At least the following three significant goals must be considered with regard to the use of outsourcing by the United Nations:

(i) To respect the international character of the Organization;

(ii) To avoid a possible negative impact on staff;

(iii) To ensure appropriate management and/or control over the activities or services that have been outsourced;

* The present information circular will be in effect until further notice.

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(c) The United Nations must be firmly committed to provide fair treatment on as wide a geographical basis as possible to all participants involved in United Nations procurement activities, including outsourcing.

3. In pursuing the goal of avoiding a possible negative impact on staff, heads of departments and offices are requested to ensure that, where outsourcing is under consideration and would affect staff members, they inform the staff representatives for the area concerned so that the staff representatives would have the opportunity to submit their views and make alternative proposals. This has been done in several instances but needs to be done in a systematic manner in order to implement fully a recommendation that was previously made by the Staff Management Coordination Committee and was accepted by the Secretary-General.